Application Instructions
Duquesne University School of Law LLM Application

Thank you for your interest in our LLM program for international students. To apply, you must have received your foreign law degree by the time Fall 2019 classes begin. Please consult the Duquesne University International Office for visa instructions and information.

- Application due date: May 31, 2019
- Minimum TOEFL score required: 90 or IELTS score of 7.0
- Possible conditional admission with TOEFL scores of 85-89 or IELTS score of 6.5

Application items required:

1. Application Form
2. Current Resume
3. Official TOEFL score report
4. Official foreign law transcripts indicating a Bachelor of Laws degree conferred (English translated)
5. Copy of passport
6. Letter of recommendation (academic letters preferred)
7. Personal Statement

• NON-BAR TRACK CURRICULUM

The general, or non-bar track LL.M. curriculum features a selection of required core American law courses and a variety of eligible elective courses. All LL.M. candidates must receive passing grades on a pass/fail grading system.

CORE COURSES

- Introduction to the American Legal System

- Legal Research Writing and Analysis

Minimum of 2 courses from the following list:
- Contracts I, II
- Torts I, II
- Civil Procedure I, II.
- Property I, II
- Criminal Law
- Criminal Procedure Constitutional Law I, II

ELECTIVE COURSES

In addition to the core courses, LL.M. candidates may take any elective or J.D.- required course offered by the School of Law, with some exceptions.

GRADING

The examinations of LL.M. candidates will be specifically identified and graded outside of any curve established by the School of Law. LL.M. candidates will be graded in all courses on a pass/fail/honors basis. Non-native English speakers can use a common-language (not legal) translating dictionary during examinations. At the professor’s discretion, other accommodations may be offered.
BAR-TRACK CURRICULUM

The Bar-Track Curriculum provides foreign-trained lawyers with the foundations for practicing law in the United States. LL.M. students in this program gain grounding in the basic principles of American law in a curriculum designed to meet the requirements for foreign-trained lawyers to sit for the bar examinations in New York or California.

CORE COURSES

The Bar-Track Curriculum requires successful completion of structured instruction in core courses in the American Legal System; Legal Research, Writing and Analysis; Contract Law; Property Law; Core Competencies for Legal Practice; Professional Responsibility (ethics) and Constitutional Law.

ELECTIVE COURSES

It is strongly recommended that student take electives in subjects that are tested on the bar examination, including Criminal Law; Criminal Procedure; Civil Procedure; Sales; and Corporations.

GRADING

Examinations of LL.M. candidates on the Bar Track will be the same exam as, and will be subject to the same standards and grading scale as J.D. candidates in every course.
Program

Duquesne University School of Law offers two program tracks for the LLM degree. Please select which track you would like to enroll in. Tracks may be changed after admission, with permission, this question is for informational purposes.

1. Bar Track Curriculum (25 credits)
   1. The Bar Track Curriculum guides students through courses that are required for the New York or California state bar examinations. Students in this track are required to take courses tested on the bar examination and exams are graded along with JD law students.

2. General LLM Program in American Law
   1. The General LLM Program allows students to take an increased number of elective courses and students are graded on a pass/fail basis

Additional program requirements are listed on the Duquesne Law LLM Program website.

_____ Bar Track Curriculum
_____ General LLM Curriculum

Biographical

Prefix __________________________ Date of birth __________________________
First name __________________________ Place of birth: City __________________________
Middle name __________________________ Place of birth: Country __________________________
Last name __________________________ Place of birth: State/Province __________________________
Suffix __________________________ Gender __________________________
Previous (other) name __________________________
Preferred first name __________________________ LSAC account number __________________________

Demographics

Citizenship

Citizenship
_____ Other
_____ US Citizen

Country of citizenship __________________________
Visa/SEVIS number __________________________
Permanent resident number __________________________
Permanent city __________________________
Permanent state/province __________________________
Permanent country __________________________
Demographics continued

Native language ________________________________________

Ethnicity

Are you Hispanic or Latino?
____ Yes
____ No

If you selected 'Yes' to the above question, select an ethnicity.
____ Hispanic/Latino

What is your race? Select one or more races to indicate what you consider yourself to be.

Aboriginal or Torres Strait Islander Australian
____ Aboriginal/Torres Strait Isl. Australian

American Indian or Alaska Native
____ American Indian/Alaskan Native

Asian
____ Asian

Black or African American
____ Black/African American

Canadian Aboriginal/Indigenous
____ Canadian Aboriginal/Indigenous

Caucasian/White
____ Caucasian/White

Native Hawaiian or Other Pacific Islander
____ Native Hawaiian/Other Pacific Islander

Puerto Rican
____ Puerto Rican

Consent
____ Decline to respond
Contact Information

Current Address
Country ____________________________
Street address--line 1 ____________________________
Street address--line 2 ____________________________
Street address--line 3 ____________________________
City ____________________________
State/province ____________________________
Zip/postal code ____________________________
Current mailing address good until date ____________
Day phone ____________________________
Evening phone ____________________________

Permanent Address
Country ____________________________
Street address--line 1 ____________________________
Street address--line 2 ____________________________
Street address--line 3 ____________________________
City ____________________________
State/province ____________________________
Zip/postal code ____________________________
Permanent mailing address good until date ____________
Day phone ____________________________
Evening phone ____________________________

Other Contact Information
Primary e-mail address ____________________________
Secondary e-mail address ____________________________
Permanent e-mail address ____________________________
Mobile phone ____________________________
Duquesne University School of Law can send text messages to my mobile phone.
____ Yes
____ No
Standardized Testing

LSAT

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TOEFL

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Please review five statements below and select the statement which describes your English language proficiency.

____ My native language is English and my legal education at the university level was conducted in English in an English-speaking country.

____ Within the period of five years prior to the date of this application, I have been a full-time student for at least one year in a university legal academic program conducted entirely in English in one of the following countries: the United States, the United Kingdom, Ireland, Australia, New Zealand, Canada (English medium universities) or South Africa (English medium universities).

____ My native language is not English, but my legal education at the university level was conducted entirely in English in one of the following countries: India, Pakistan, the Philippines, Hong Kong or Singapore, and I have attached a statement from an official at my university verifying that English was the medium of instruction.

____ I have taken or will take the TOEFL and have arranged to have my scores sent through the LSAC LLM Credential Assembly Service.

____ I have taken or will take the IELTS and have arranged to have an official IELTS score report sent directly to the Law School.
## Education

List ALL educational institutions attended.

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<th>Institution type</th>
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<th>Undergraduate</th>
<th>Graduate</th>
<th>Law</th>
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Education continued

Institution type  _____ High School  _____ Undergraduate  _____ Graduate  _____ Law  _____ Other Post Graduate

Institution name ____________________________________________________________

Major ____________________________________________________________

Country __________________________ Start date ____________________________

State/Province __________________________ End date ____________________________

City __________________________ Degree ____________________________

GPA __________________________ Date degree granted ____________________________

Rank __________________________

Have you ever attended any law school?

_____ Yes

_____ No

Did you leave the law school under less than good standing?

_____ Yes

_____ No

Has your education in college, university, or professional school been interrupted for one term or more for any reason?

_____ Yes

_____ No

List the academic honors, awards, or other recognitions you have received and explain the reason(s) upon which awards were made.

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Describe, as fully as possible, the grading and honor system used in the academic institutions where you pursued your first degree in law and any graduate law studies.

________________________________________________________________________

________________________________________________________________________

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# Employment

List all employment including internships.

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<th>Employment type</th>
<th>Full-time</th>
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<th>Internship</th>
<th>Unpaid Internship</th>
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Employment continued

Employment type  ____ Full-time  ____ Part-time  ____ Internship  ____ Unpaid Internship

Employer __________________________________________

Position ____________________________  Country ____________________________

Hours per week ____________________________  State/Province ____________________________

Start date ____________________________  City ____________________________

End date ____________________________

Reason for leaving __________________________________________

Total number of months full-time work experience.

________________________________________

List your extracurricular, community, or other activities in the order of their importance to you. Give a brief description of your involvement, including any special responsibilities or leadership positions held.

________________________________________

________________________________________

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Bar Admission

List the states and/or countries, dates of admittance, and the current status (active/inactive) to practice law.

Country ____________________________  Date of Admittance ____________________________

State or Province ____________________________  Current Status  ____ Active  ____ Inactive

Country ____________________________  Date of Admittance ____________________________

State or Province ____________________________  Current Status  ____ Active  ____ Inactive
### Bar Admission continued

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<th>Country</th>
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<th>State or Province</th>
<th>Current Status</th>
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If you are not a member of the bar in any state/country, when do you plan to sit for a bar examination and in which state/country?

**Planned bar exam date**

Country

State or Province

If you are not qualified to practice law, have you completed all of the academic (university level) legal education requirements necessary to take the bar examination?

- ____ Yes
- ____ No

If you have answered 'No' to the above question, when do you expect to complete the legal education requirements?

---

### Character and Fitness

Have you ever had your license to practice law suspended?

- ____ Yes
- ____ No

Have you ever been disbarred?

- ____ Yes
- ____ No

Have you ever been expelled, dismissed, suspended or disciplined by any college or university, including any law school?

- ____ Yes
- ____ No

Have you ever been arrested or charged with any criminal offense other than a minor traffic violation?

- ____ Yes
- ____ No
Certification

Any material misstatement on this application or its accompanying documents for any forms of dishonesty, including fraudulent practices relating to entrance examinations, will result in disqualification for admission, and if discovered after admission will result in immediate dismissal from Duquesne University School of Law. It is a condition of admission that entering students agreed to support the Code of Academic Integrity in force in the school, and by signing this application, you so agree.

I certify that all of my responses to the application questions are true and I am the author of any information that is directly requested of me. I understand that my acceptance and matriculation may be cancelled if any information provided by me in support of my application is found to be false.

Please sign your name in the text box below.

______________________________

Law School Interest

What prompted you to apply to this law school?

Internet

___ ABA
___ Law School
___ LSAC
___ Other

Faculty/Alumni/Professional

___ Admissions recruiter
___ Alumni
___ Faculty/acquaintance
___ Law school faculty member
___ Legal professional
___ Prelaw advisor
___ Relative
___ University/college faculty member

Publications

___ Law school publication
___ LSAC Official Guide to ABA Law Schools
___ Other advertisement
___ Princeton Review
___ US News & World Report

Recruiting Events

___ Campus event
___ Current student
___ International forum
___ Law school direct mail/e-mail
___ Law school fair
___ LSAC Forum

If you attended any events mentioned in the Recruiting Events section, please list them below:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________
Law School Interest continued

Have you previously applied to this law school?
_____ Yes
_____ No

If you applied previously, what year was the application for?

Were you offered admission?
_____ Yes
_____ No

Are you applying, or have you applied, to other law schools? If so, please list them.

________________________________________________________________________

________________________________________________________________________